



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

1/26/15

Michelle Jones  
3 Park Lane  
Clear Lake, IA 50428

Dear Child Care Provider,

This letter is in regards to the 1/22/15 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

- ☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards. (*Need by Monday 1/26/15 2<sup>nd</sup> exit cleared to exit and basement needs safe area for tornado emergency by 2/22/15.*)
- ☐ 110.5(1)k Fire and tornado drills are practiced monthly and documentation kept. (*Must do monthly and document.*)
- ☐ 110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites. (*3 cats need updates. 2<sup>nd</sup> reminder*)
- ☐ 110.5(1)q All animal waste is immediately removed from the children's areas and properly disposed of. (*As discussed make cat litter inaccessible/out of view of children.*)
- ☐ 110.5(1)q No animals are allowed in food preparation, storage or serving areas during food preparation and serving times. (*Must remove animals and their food during food prep times.*)
- ☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every three years. (*Need Matt, Greg, and Nick updates on file.*)
- ☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually. (Two)

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health. *(One)*

☐ 110.9(3)c Minimum of two direct exits to the outside from the main floor. *(Need to be clear path in order to exit, agreed to complete by 1/26/15.)*

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration.

**Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

Please do not hesitate to contact me at DHS at 641-421-1219 if you have any questions regarding this letter.

Sincerely,

Amanda Nash  
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 641-424-9559.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to [http://dhs.iowa.gov/sites/default/files/CC\\_Professional\\_Development.pdf](http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf) and you can sign up for training at <http://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).